

St. Peter's Church & Our Lady of the Rosary
Religious Education
Parent/Student Handbook

St Peter's Church is dedicated to helping our students grow their faith in a loving safe environment that spreads the true message of our Catholic faith, so that our students may come to recognize the love of Christ and to help them participate more fully in the life of the Catholic Church.

Program Policies for 2020-2021

In order for our Program to run smoothly and ensure safety measures while your children are in our care, we ask that you please read our Parent/Student Handbook in its entirety. Included you will find guidelines for safety, student behavior while attending our program, as well as guidelines for our policy on absences and tardiness for our students. Please read over the policies for our Program, which follows the guidelines of the Archdiocese. You will be asked to sign on your registration form that you have read and agree to follow these policies throughout the program year.

Safety Policy

These rules are set in place to ensure the safety of our students attending our Program and we follow the guidelines set by the Archdiocese. Your cooperation is crucial to your child's safety.

1. All children in our program (grades 1-5) are to be escorted by their parents/caregivers to the doors of the center and parents remain in the hallway with their child until the Catechist arrives.
2. Middle school children can dismiss themselves. A written note is requested if this is not the case.

Class placement

Parish Religious Education Programs are a preparation for life. The students are expected to attend religious education continuously from level one through 8th grade.

In order to be eligible to receive First Communion and Confirmation, the students must complete the Two Years of Religious Education.

Any child other than the first year level who enters the program without previous formal religious education must complete the first and second year curriculum to receive First Communion.

The child will be placed in an appropriate grade level after completing the curriculum of the grade(s) missed.

Any child who drops out of the Religious Education program after receiving First Communion will, when re-entering the program, be required to complete a “catch-up” year before starting the Confirmation preparation.

Mass participation

It is expected that all children in our Religion Education Program attend Mass on a weekly basis and on Holy Days of Obligation. This is an integral part of your child understanding and growing in their faith. Parents are the first example of the faith, and we are here to assist your child in learning the teachings of the Catholic Church. We hope to assist you throughout the year in providing your children the best faith foundation for their future.

On a Sacrament year (First Communion and Confirmation), attending Mass is mandatory.

Sacramental Program for 2nd and 8th grade students & families

Sacramental year students will be given special Mass attendance cards to be used throughout the year. By enrolling your student into our Sacramental Program, you are agreeing to bring your children to Mass every weekend, as well as Holy Days of Obligation throughout the year. You are also agreeing to use our method of recording Mass attendance weekly (our Faith card).

Tardiness and Early Dismissal Policy

To help prevent disruptions to the classes already in progress, please make every effort to arrive on time and have consideration to our volunteers and their lessons. It is extremely disruptive when students arrive late to class.

Special Needs/Medical Conditions

Please inform the Director before the first day of class if your child has any special needs or medical conditions, so we can make any special accommodations needed for your child.

Medication of any kind is not permitted on a student. If special emergency medication is necessary for your child, please speak to the Director about the Archdiocese’s policy on emergency medicine (Ex. Epi-Pens) and there is a form that you will need to fill out for your child.

Absentee Policy

Regular attendance is expected throughout the Program calendar year. We do understand that children get sick or an emergency may occur. However, please make every effort to bring your

child to class on time each week for the continuity of the Program and for your child to get most of out of the Program.

If a child is enrolled in a Sacramental year (2nd and 8th), it is crucial that your child attends classes regularly. Excessive absences and/or tardiness in a Sacramental year may result in your child being delayed in making their Sacrament until the following year.

Behavior / Discipline

For the best learning environment for all of our students and Catechists, it is expected that the students attending our Program show respect to their Catechist, our staff, their fellow classmates, and to the Program's property. Our goal is to provide a loving safe environment for all our students to learn about our Catholic Faith.

Our basic expectation for each child who attends our program:

1. Respect the Catechist and other students in their classroom.
2. Arrive on time weekly.
3. Listen to the lesson from their Catechist
4. Hands need to be raised to ask questions or comments on topics being discussed
5. Turn off all cell phones or any electronic devices during class
6. Respect the property of the program: no writing on tables, chairs, walls, no food/drinks in the classroom. The cleanliness of the classrooms is the responsibility of all

Email Communication, Flocknote and Family Information

Email and Flocknote are our main source of communication with our families. It is necessary for our families to check their emails regularly to see if there are any cancellations or important messages sent from about the Program.

If your email, home address, cell or any other important family information changes, please contact the Parish Office/Religious Education.

Flocknotes

You will get periodic notices about the CCD calendar, Mass schedules, bulletin notices, special events etc. through Flocknote. Please sign up.

Emergency Closure Policy

For weather related closing, we follow the NYC Public school Schedule. In case of an emergency closing, we will use either our Flocknote notifications or our email system to notify the families.

We are here to assist your family in any needs you may have throughout the year. Feel free to contact our office at any time should you have a concern or need that we may be able to assist you with.

We look forward to a faith-filled year in our Program. Please watch your emails/Flocknotes throughout the year for updates on church happenings, special events, and invitations to participate as a family at St Peter's Church.

May God bless us all throughout the year as we all work together to bring your children closer to God as they learn about our Catholic faith.

In Christ,

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Coordinator of Religious Education